

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION	<u>DATA REQUIREMENT DESCRIPTION</u>	DRD #: ODIN-SSC -5 Page 1 of 1 Date: December 1, 2004
3. TITLE: SAFETY PLAN		
SUBMITTAL REQUIREMENTS		
4. TYPE: REPORTS	5. FREQUENCY OF SUBMISSION: Monthly or as required	
6. DISTRIBUTION: Complete sets to DOCOTR, DOCO, and SSC Safety and Mission Assurance Environmental Health Program Manager	7. INITIAL SUBMISSION: 5 days before commencement of on-site work	
8. REMARKS:		
DATA REQUIREMENT DESCRIPTION		
9. USE: Assure Safety and Health requirements are met.	10. REFERENCE:	
	11. INTERRELATIONSHIP: Supplement to ODIN-OSF-1	
12. PREPARATION INFORMATION:		
<ul style="list-style-type: none"> a. The Contractor and subcontractors shall provide a Safety and Health plan for Government approval. b. The Contractor shall prepare and deliver Accident/Incident Summary reports as specified on NASA Form 1627, "NASA Mishap Report." All new and open mishaps, including vehicle accidents, incidents, injuries, fires, and close calls shall be described in summary form along with current status. Negative reports are also required monthly. Report all mishaps and participate in mishap investigations. c. The Contractor shall participate in the Incident Reporting Information System (IRIS). d. The Contractor shall provide adequate training to employees for all job duties. e. The Contractor shall ensure that there are specific emphasis for Lockout/Tagout program and procedure. f. When on SSC property, the Contractor and its subcontractors, in partnership with SSC, shall operate under SPG 8715.1, Safety and Health Procedures Manual. 		